

**YOLO COUNTY BOARD OF EDUCATION**  
**Regular Meeting: December 12, 2023**  
**MINUTES**

**1.0 OPENING PROCEDURES**

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on December 12, 2023, at 3:30 p.m. at a Regular Board meeting session in person. Board Members present were Tico Zendejas, Shelton Yip, Armando Salud-Ambriz, Elizabeth Esquivel, Melissa Moreno. President Zendejas presided. Superintendent Garth Lewis was present. (Roll Call held).
- 1.2 Indigenous Land Acknowledgement Statement. The land acknowledgement statement was conducted.
- 1.3 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.4 Approval of Agenda.  
Motion to Approve agenda.

**MOTION:** Yip **SECOND:** Moreno **AYES:** Yip, Moreno,  
Esquivel, Salud-Ambriz, Zendejas **NOES:** None **ABSENT:** None

**2.0 RECOGNITION OF GUESTS AND PRESENTATIONS**

- 2.1 YCOE Employee of the Month – December 2023  
Eddie Graziano, Principal, Greengate School presented Lisa Yamasaki, Assistive Technology Teacher, Special Education with the certificate. Lisa commented on how much of an honor it is to receive the award and thanked all the partnerships. Shelton commented on how this is well deserved and how wonderful she is for her service to Yolo County and the students.
- 2.2 Introduction of New Staff  
Veronica Moreno, Associate Superintendent, Administrative Services introduced Corwin Lowe, Assistant Director, Internal Fiscal Services. He is excited to get integrated and up to speed.

**3.0 Public Comment**  
None

**4.0 REPORTS**

4.1 Board Reports

Trustee Moreno

- Currently very busy wrapping up season projects.
- California Latino School Boards Association (CLSBA was able to gather in San Francisco for the California School Boards Association (CSBA)

conference.

- Participated in ethnic studies session at the Yolo Academy with young people in region.
- Been involved coordinating the *Empower Her* conference with young women in region.
- Having many conversations with the University of California Davis on teacher professional development.
- Currently thinking about summer and negotiating schedules.

Trustee Esquivel

- Attended Children's Alliance giveaway in West Sacramento. Care packages were given to families.
- Attended Rotary Club of West Sacramento and created gift bags at Westfield School for a charity raffle.
- Attended the CSBA conference.
  - The California County Board of Education (CCBE) took actions at the CSBA board of directors meeting regarding amending the governance structure to phase out CCBE. The board of directors took a vote and a CCBE member will now be part of the Executive Committee. We will discuss this issue more at the end of this meeting.

Trustee Salud-Ambriz

- Attended CSBA conference.
  - It was great to continue to network and build relationships across state while representing the Yolo County Office of Education (YCOE).
- Thanked Director Shannon McClarin for coordinating the Head Start programs tour. Thank you for your time and educating me. Hope to visit again next year.

Vice President Yip

- Attended Greengate harvest festival.
- On October 30 he participated in gathering communications and de-escalation event regarding the recent bomb threats in Davis with staff from Davis schools, Department of Justice, FBI, District Attorney's office, etc.
- On November 13 attended the Yolo County School Boards Association (YCSBA) and CSBA webinar on managing conflict during board meetings.
- On November 14-16 attended the Breaking Barriers event.
  - Trustee Armando Salud-Ambriz attended the Roadmap to the Future session. It was a great gathering of agencies to share their work. Superintendent Lewis and the staff presented the Roadmap to the Future.
- Attended the CSBA conference and delegate assembly.
  - Lots of meetings and emotions regarding CCBE. Hoping we can continue to move forward with two (2) Yolo County Board of

Education trustees as part of a fifteen (15)-member team to facilitate the needs of county boards in the state.

- Attended Association of California School Administrators (ACSA) conference.
- Discussed the UC Davis STEM (Science, Technology, Engineering and Mathematics) project currently happening throughout the state. There are currently no schools from Yolo County and asked if we could work on that.
- Thanked Ms. McClarin and Maria Arvizu-Espinoza, Associate Superintendent, Educational Services for coordinating tour of the Head Start programs.

President Zendejas

- Asked staff to enjoy and relax on your holiday. Thank you for all you do.

Superintendent

Items discussed included:

- Attended Breaking Barriers event and thanked Trustee Yip for his work at this event that involves interagency collaboration to support youth and families.
- Attended two (2) events focused on effective governance.
  - YCSBA webinar and LAFCO (Local Agency Formation Commission) YED (Yolo Education) series.
- Participated in District Attorney's youth leadership event.
  - Twenty-five (25) youth participated.
  - Highlighted experiences in law enforcement and response. Swat, K-9 unit and other law agencies participated in the event including a panel mock jury.
  - Students articulated personal experiences (including negative) and effectiveness to see humanity in law enforcement.
  - A debriefing for this event will happen this week for next year.
- Recently attended on December 4 at midyear retreat with staff on building coherence in Roadmap. Thanked Gayelynn Gerhart, Director of Special Projects for her work on this retreat.
- Attended Head Start paper bag fashion show with students. It was the highlight of the month. Happy holidays to staff, board, students, etc.

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Educational Services

- Maria Arvizu-Espinoza, Associate Superintendent, Educational Services expressed gratitude for board leadership and superintendent for current work in the county.
- Currently Educational Services is building the capacity to provide support to districts with fifteen (15) additional training courses.

- Attended Breaking Barriers event which was very effective and targeted attention.
- Highlighted five (5) students at Cesar Chavez interested in attending Woodland Community College for courses and commented that this aligns with Roadmap to the Future blueprint.

Administrative Services

Veronica Moreno, Associate Superintendent, Administrative Services

- External Business Services is fully staffed. There are positions currently available for Information Technology and Internal Fiscal Services. There is also a consultant in the Internal Fiscal Services to help staff.
- Hired new Assistant Director in Internal Fiscal Services, Corwin Lowe.
- The Administrative Services division has a dedicated and hard-working staff. They have come together and supported one another.

Committees

None

2.2 Associations

None.

**5.0 CONSENT AGENDA**

Motion to Approve Consent Agenda minus resolution.

*Vice President Shelton Yip abstained on vote for resolution.*

**MOTION:** Salud-Ambriz **SECOND:** Yip **AYES:** Salud-Ambriz, Yip, Esquivel, Moreno, Zendejas **NOES:** None **ABSENT:** None

Motion to Approve resolution in consent agenda.

**MOTION:** Salud-Ambriz **SECOND:** Esquivel **AYES:** Salud-Ambriz, Esquivel, Moreno, Zendejas **NOES:** None **ABSTAIN:** Yip

**6.0 ACTION ITEMS**

**ACTION ITEMS**

6.1 RESOLUTION #23-24/24 National Human Trafficking Prevention Month – January 2024

Trustee Yip presented resolution to Celina Alveraz, Associate Director, Empower Yolo. She invited trustees and staff to Empower Yolo’s Human Trafficking Awareness Month panel to hear from survivors and a panel of experts to learn what you can do to end human trafficking on Monday, January 22, 2024, from 6 to 8 pm. This event is cohosted by the Office of Education and other partners. A

flyer was given to all trustees. She thanked the trustees for their support and participation.

Motion to approve RESOLUTION #23-24/24 National Human Trafficking Prevention Month – January 2024

**MOTION:** Moreno **SECOND:** Esquivel **AYES:** Moreno, Esquivel, Salud-Ambriz, Yip, Zendejas **NOES:** None **ABSENT:** None

Trustee Moreno commented that this is a critical social issue in Sacramento Valley and region. Speaking on this issue reminded her to ask the *Empower Her* board to consider a workshop on this subject at the *Empower Her* conference coming up.

6.2 2024 Organizational Meeting

1) President. Trustee Zendejas opened the nominations for President. Trustee Zendejas nominated Trustee Shelton Yip for President. The Board thanked Trustee Zendejas for serving as President in 2023.

A motion for all items will be done at the end of this item.

President Shelton Yip is now leading the meeting.

2) Vice President. Trustee Yip opened the nominations for Vice President. Trustee Yip nominated Trustee Armando Salud-Ambriz for Vice President.

b. Adopt the 2024 Board Meeting Calendar Dates and Times. The Board reviewed the proposed meeting calendar. Superintendent Garth Lewis acknowledged the January 23 meeting date and the compressed time between January and February 2024 meetings. The following meeting dates and times were discussed:

January 23, 2024, 3:30 p.m.  
February 13, 2024, 3:30 p.m.  
March 12, 2024, 3:30 p.m.  
April 9, 2024, 3:30 p.m.  
April 12, 2024, 9 a.m. (Board Retreat)  
May 14, 2024, 3:30 p.m.  
June 11, 2024, 3:30 p.m. (Budget Study Session)  
June 25, 2024, 3:30 p.m. (Budget & LCAP Adoption)  
July 2024, No Meeting  
August 13, 2024, 3:30 p.m.  
September 10, 2024, 3:30 p.m.  
October 8, 2024, 3:30 p.m.  
November 12, 2024, 3:30 p.m.  
December 17, 2024, 3:30 p.m.

c. Appointment of Board Committee Representatives

- 1) Executive Committee: **President Shelton Yip and Vice President Armando Salud-Ambriz**
- 2) YCSBA Representative: **Trustee Elizabeth Esquivel**
- 3) Policies/Procedures/Bylaw Review Committee: **President Shelton Yip and Trustee Elizabeth Esquivel**
- 4) Superintendent's Compensation Committee: **President Shelton Yip and Vice President Armando Salud-Ambriz**
- 5) Facilities Committee: **President Shelton Yip and Vice President Armando Salud-Ambriz**
- 6) Board Budget: **Trustees Melissa Moreno and Tico Zendejas**

Motion to approve:

- President
- Vice President
- Adopt the 2024 Board Meeting Calendar dates and times.
- Appointment of Board Committee Representatives

**MOTION:** Esquivel **SECOND** Salud-Ambriz **AYES:** Esquivel, Salud-Ambriz, Moreno, Yip, Zendejas **NOES:** None  
**ABSENT:** None

6.3 2023-2024 Yolo County Office of Education First Interim Report and Budget Revision

Veronica Moreno, Associate Superintendent, Administrative Services presented the PowerPoint on the First Interim report and budget revision. She reviewed the budgeting and financial reporting process. Additional funding was included and discussed how the Covid 19 funds were spent or will be spent this year since there is a deadline to use these funds.

Trustee Moreno asked a question on page 80 and why the contributions are not showing. Ms. Moreno stated that they are shown on Page 82 and that contributions on the initial slide are typically included in revenues.

Trustee Esquivel thanked staff for their work adjusting budget. She also asked about the economic outlook and the 68-billion-dollar deficit and if we are still running on 22-23 funds. Staff stated we are fine, and we do have reserves (Prop. 98). Staff are seeing a deficit regarding propositions 98 for the years 22-23 & 24-25 so they are estimating that there will be a lot of work ahead to budget accordingly and to adjust accordingly.

Trustee Yip asked about the Board resolution to set aside dollars for PERS and STRS and if there is an effect on classrooms. Also is there an end date to resolution? Ms. Moreno stated that there are projections for increases and she will investigate that question and get back to the Board.

Motion to approve 2023-2024 Yolo County Office of Education First Interim Report and Budget Revision.

**MOTION:** Zendejas **SECOND** Salud-Ambriz **AYES:** Zendejas, Salud-Ambriz, Esquivel, Moreno, Yip **NOES:** None **ABSENT:** None

6.4 Greengate Structural Project Financing Resolution

Veronica Moreno, Associate Superintendent, Administrative Services gave updates on resolution. They are waiting for the California Department of Education review process. Also, there is not a minimum amount requested it is dependent on project. Trustee Moreno asked about the environmental piece of this project. Ms. Moreno stated that it is not included in scope. Trustee Moreno asked if this was because of the State of California or county office? Ms. Moreno stated that sustainable materials are used by YCOE per the Director of Support Operations Services, who is the lead on this project. He also does a thorough review of materials used with an emphasis on sustainability components with funding for which there are limitations on which products are approved for hardship funding. YCOE does try to obtain environmentally friendly materials for projects.

Motion to approve Greengate Structural Project Financing Resolution.

**MOTION:** Zendejas **SECOND** Esquivel **AYES:** Zendejas, Esquivel, Salud-Ambriz, Moreno, Yip **NOES:** None **ABSENT:** None

6.5 Second Reading of Board Policies (9000 series)

Motion to approve Board Policies:

BB 9250 – Remuneration, Reimbursement, and other Benefits

**MOTION:** Moreno **SECOND:** Zendejas **AYES:** Moreno, Zendejas, Esquivel, Moreno, Salud-Ambriz, Yip **NOES:** None **ABSENT:** None

The Board had a question on how often the policies get updated. Staff stated that they can get updated yearly or it can be up to the Board. Trustee Esquivel had a question regarding receipts for meal reimbursement. She asked where the \$23,000 dollar amount came from. Superintendent Lewis stated it was during the last Board retreat. The dollar amount was agreed upon acknowledging that more could be used to support taking on senior leadership. The specific dollar amount can be updated and reconsidered at the next annual retreat. Trustee Moreno asked if the policy includes carrying over any funds? Superintendent Lewis stated no it goes back to general funds. Trustee Salud-Ambriz asked about conference attendance in item #3. Superintendent Lewis stated that travel has to be done in the same budget year to use funds.

7.0 INFORMATION ITEMS

7.1 Head Start/Early Head Start Reports

Shannon McClarin, Director, Early Childhood Education presented this item.

Updates:

Thanked the Board for the tour of Head Start programs. Trustee Salud-Ambriz appreciates leadership. Trustee Moreno went on tour several years ago and commented on how wonderful it was. She also asked about the need for increasing pay of Head Start educators. Has that conversation come up. Ms. McClarin stated that they were able to increase pay by 10 percent during the negotiation process this year.

7.2 Cesar Chavez Attendance Report for December 2023

Principal Jared Coughlan, Alternative Education, presented this item. Discussed PowerPoint. Trustee Moreno thanked him for the presentation and asked if there were any ideas or best practices on supporting students with transportation, attendance, etc. Staff are currently working on this issue. Trustee Zendejas asked where the city of volcano is (regarding field trip students attended.) Staff stated it is near Amador County. Trustee Moreno also commented that the Cache Creek Nature Preserve is still active. Students loved the field trip, and it will hopefully happen annually.

7.3 Williams Annual Report – July 2022 to June 2023

Heather Schlaman, Program Coordinator I, Teaching and Learning presented the PowerPoint in the Board packet and answered questions from the Board.

7.4 Monthly Board Financial Report

Veronica Moreno presented this item. No questions.

7.5 First Reading of Board Bylaws (9000 series)

BB 9323 – Meeting Conduct

Superintendent Lewis presented this item and gave context on how we are governing. Board policy was updated to address what has become normal in meetings today. This policy will be brought back to the board in January for Action. President Yip had a question regarding name to be added for requesting the speaker public comment cards? Superintendent Lewis stated it will be updated with position (Executive Assistant) in lieu of a name.

7.6 California County Board of Education (CCBE) Reorganization

Trustee Yip commented on the CCBE reorganization and stated that this has a lot of emotion with the current transformation. CCBE was a section of CSBA. CCBE every two years must adopt a Memorandum of Understanding (MOU) to keep things moving forward. There is also one staff member dedicated to CCBE. Changes to CCBE will occur over the years and CCBE will not lose any seats on legislative Committee (one seat). When enacted there should be four (4) county



board members on the team. There are questions on roles, responsibilities, advocacy, and jobs. County roles will hopefully now be a greater part of CSBA. They are currently looking at a fifteen (15) member committee to look at survey numbers across state, and the wants and needs of county board members from districts.

Trustee Salud asked when will the changes occur? President Yip stated at the end of January there will no longer be a president and vice president and there will be a new seat on the Board of directors (BOD) (CCBE delegate). Region 6 will now have a Region 14 for CCBE members or county board members. Trustee Esquivel (who is currently the Vice President of CCBE) stated that CCBE will be dissolved as of January 29 but will still hold a March governance workshop and a conference in September 2024 in Monterey.

Committee members will decide how to move forward per President Yip and Trustee Esquivel. There are lots of emotions around this issue. As members are for or against this integration, Trustee Esquivel respects the decision made by the Board of Directors (BOD)/CSBA, but since CCBE is a subsection, she will support the decision. President Yip stated that there is an emotional part to this change for members that have been on board for many years and have put a lot of time in CCBE.

Trustee Moreno asked what is happening with this now and how did this consolidation happen? President Yip and Trustee Esquivel stated that this consolidation should be more effective to advocate for students and programs. Trustee Esquivel recognizes the work county boards and county offices do on meeting the needs of students we serve. CSBA also recognizes that change can be difficult and has promised to keep promises made in regard to the fifteen (15) member committee that will develop bylaws. President Yip has asked that current trustees for Yolo County sign up for this committee next year to help develop bylaws, etc. President Yip also stated that the committee will address how counties pay membership dues for CSBA and CCBE and ask why are we paying extra dues? We should pay for those students on CCBE structure to be part of greater whole. More information on this issue will be presented to the Board in the future.

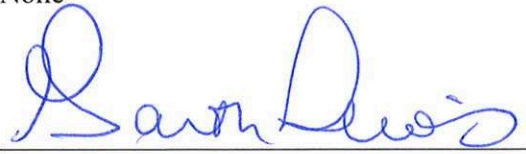
8.0

Suggested future agenda items.

- EL RISE – Future meeting.
- Status of Juvenile Hall – Cost and how many students (requested by Trustee Moreno at Board Retreat)

9.0 ADJOURNMENT. Adjourned at 5:07 PM

**MOTION:** Salud-Ambriz **SECOND:** Zendejas **AYES:** Salud-Ambriz, Zendejas, Esquivel, Moreno, Yip **NOES:** None  
**ABSENT:** None



Garth Lewis, Superintendent